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MOBILE HOME PARKS

1. **DEFINITIONS.** As used herein, unless a different meaning appears clearly from the context, the following words or phrases shall have the meanings provided in this section:

(a) **ACCESSORY BUILDING OR USE** - A subordinate building located on the same lot or tract of ground as the main structure, the use of which is naturally and normally incidental to that of the dominant use of the main structure or land. An accessory use is a use which is naturally and normally incidental to the main use of the premises;

(b) **CONSTRUCTION FIELD OFFICE** - A mobile home used as an on-site, temporary office for the supervisors of a construction project;

(c) **HABITATION, PERMANENT** - Residence for a period of sixty consecutive days or more;

(d) **HABITATION, TEMPORARY** - Residence for a period of less than sixty consecutive days;

(e) **MOBILE HOME** - A structure, transportable in one or more sections, which is eight feet or more in width and thirty-two feet or more in length, and which is built on a permanent chassis and is designed to be used as a dwelling unit, and including the plumbing, heating, air conditioning and electrical systems contained therein;

(f) **MOBILE HOME LOT** - A parcel of land within a mobile home park designed for the exclusive use of the occupants of the mobile home placed on the lot;

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(g) **MOBILE HOME PARK** - A parcel or tract of land which has been approved and developed for the placement of one or more mobile homes, either free of charge or for revenue purposes, including all accessory buildings, structures, utilities, facilities, or uses;

(h) **MOBILE HOME SALES LOT** - A tract of land used for the storage, display and sale of mobile homes;

(i) **MOBILE HOME SALES OFFICE** - A mobile home used as a sales office by a mobile home dealer;

(j) **MOBILE HOME STAND** - The portion of a mobile home lot which is designed and reserved for the placement of a mobile home;

(k) **OFF-STREET PARKING SPACE** - An area of not less than 180 square feet permanently reserved for the temporary storage of one motor vehicle;

(l) **YARD, FRONT** - The minimum horizontal distance between the front lot line and the main structure, or attachment thereto, other than an uncovered porch or steps;

(m) **YARD, REAR** - The minimum horizontal distance between the rear lot line and the main structure or attachment thereto, other than an uncovered porch or steps;

(n) **YARD, SIDE** - The minimum horizontal distance between the side lot line and the main structure or attachment thereto, other than an uncovered porch or steps.

2. **MOBILE HOME PLACEMENT.** No mobile home shall be located, placed, maintained, inhabited or occupied within the City other than in a mobile home park licensed under the provisions hereof or except as otherwise provided herein.

3. **SALES OFFICE.** A mobile home sales office may be placed on a mobile home sales lot so long as it is not used, temporarily or otherwise, as a residence or habitation.

4. **SALES LOTS.** Uninhabited, unoccupied mobile homes may be parked or stored in mobile home sales lots.

5. **CONSTRUCTION FIELD OFFICE.** A construction field office may be temporarily placed at a construction site while such project is in progress and may include facilities for night watchmen, but the same shall not be used, temporarily or otherwise, as a residence or habitation and shall be removed upon completion of construction.

6. **LICENSE REQUIRED.** No person, firm or corporation shall establish, maintain, conduct or operate a mobile home park within the corporate limits of the City of Decatur without first obtaining a license therefor issued by the City Manager.

7. **TERM OF LICENSE.** Mobile home park licenses issued under the provisions hereof shall expire on the 31st day of December of the year for which the same are issued.

8. **APPLICATION FOR LICENSE.** Application for an original license shall be made to the Finance Department and shall consist of the following:

(a) The name and address of the applicant or applicants, and the names and addresses of all partners, if the applicant is a partnership, and the names and addresses of all officers and directors, if the applicant is a corporation;

(b) The legal description and common address, if any, of the tract of land upon which it is proposed to operate and maintain a mobile home park;

(c) As-built plans of the proposed mobile home park in conformance with the requirements of Section 17 hereof as certified by a Registered Professional Engineer and the Building Inspections Manager, together with copies of the site plan and the site improvement bond submitted in conformance with the provisions of Section 13 hereof for those portions of said park, if any, remaining unimproved or uncompleted at the time of application.

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(d) The annual license fee required by the provisions hereof;

(e) An affidavit of the applicant or applicants, as the case may be, as to the truth of the matters contained in the application. (Amended, Ordinance No. 2009-39; Ordinance No. 89-42)

9. **RENEWAL OR TRANSFER.** Application for a renewal or a transfer of a license shall be made to the Finance Department and shall consist of that which is required under Sections 8 (a), (b), (d) and (e) hereof, together with a certification by the Building Inspections Manager that said mobile home park is in conformance with the provisions of Section 17 hereof, provided that an application for a transfer of license shall be accompanied by the license transfer fee required by the provisions hereof and not the annual license fee.

(Amended, Ordinance No. 2009-39, May 18, 2009)

(Amended, Ordinance No. 89-42, May 1, 1989)

10. **LICENSE FEE.** The annual fee for a mobile home park license shall be Four Hundred Fifty Dollars (\$450.00). The license transfer fee for a mobile home park license shall be Fifty Dollars (\$50.00).

(Amended, Ordinance No. 2016-88, November 21, 2016)

11. **REVOCATION OR SUSPENSION OF LICENSE.** The City Manager may suspend or revoke a mobile home park license for failure to comply with the rules and regulations established herein or published or promulgated pursuant to the authority granted herein or any other applicable codes or ordinances of the City of Decatur. Such suspension or revocation may take place only after the licensee has been given written notice warning of possible suspension or revocation and a hearing, if requested by the licensee, before the City Manager, or his designee. Such request for a hearing must be made within five days of receipt of such written notice. (Amended, Ordinance No. 2005-56, June 20, 2005)

12. **COMPLIANCE WITH CHAPTER.** It shall be unlawful for a licensee to own, operate or maintain a mobile home park in violation of the rules, regulations and requirements established by this Chapter.

13. **SITE PLAN REQUIRED.** No person, firm or corporation shall lay out, establish, develop, improve, construct, substantially alter, extend or enlarge a mobile home park in the City of Decatur, or within one and one-half miles of the corporate limits thereof, unless and until a site plan of said mobile home park has been approved by the Public Works Director and the Director of the Economic and Community Development Department and a site development bond in conformance with the provisions of the Building Ordinance has been furnished to the City.

(Amended, Ordinance No. 2017-07, February 6, 2017)

(Amended, Ordinance No. 2010-03, February 1, 2010)

(Amended, Ordinance No. 2009-39, May 18, 2009)

(Amended, Ordinance No. 2000-63, July 17, 2000)

(Amended, Ordinance No. 2000-11, March 13, 2000)

14. **REVIEWING FEE.** Three copies of all mobile home park site plans required by the provisions hereof shall be submitted to the Economic and Community Development Department together with a reviewing fee of \$150.00.

(Amended, Ordinance No. 2017-07, February 6, 2017)

(Amended, Ordinance No. 2010-03, February 1, 2010)

(Amended, Ordinance No. 2000-11, March 13, 2000)

15. **SITE PLAN REQUIREMENTS.** Mobile home park site plans shall be in such scale, detail and format as may reasonably be required by the Public Works Director and the Director of the Economic and Community Development Department to enable such departments to administer the provisions hereof, and at a minimum shall show the layout, location, relationship, grades, contours and dimensions of all property lines, lots, buildings, streets,

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sidewalks, utilities, drains, surface water drainage, parking facilities, drives, easements, fire hydrants, area lighting, and other improvements and structures all in conformance as near as may be with those provisions of similar nature of the Subdivision Ordinance.

(Amended, Ordinance No. 2017-07, February 6, 2017)

(Amended, Ordinance No. 2010-03, February 1, 2010)

(Amended, Ordinance No. 2009-39, May 18, 2009)

(Amended, Ordinance No. 2000-63, July 17, 2000)

(Amended, Ordinance No. 2000-11, March 13, 2000)

16. **APPROVAL OF SITE PLAN.** The approval of the mobile home park site plan and the acceptance by the City of the site development bond as required herein shall constitute authority to layout, establish, develop, improve, construct, substantially alter, extend or enlarge such mobile home park in accordance with the site plan thereof approved; however, no mobile home may be placed on any lot within said park, or if developed in phases on any lot within any phases thereof, until as-built plans certified by a Registered Professional Engineer have been filed with the Economic and Community Development Department and a Certificate of Occupancy obtained therefrom. (Amended, Ordinance No. 2017-07, February 6, 2017)
(Amended, Ordinance No. 2010-03; Ordinance No. 2000-11)

17. **MINIMUM STANDARDS.** All mobile home parks located within the City of Decatur, and all site plans of mobile home parks required by the provisions hereof, shall meet the minimum standards of design and construction imposed by the provisions of Sections 18 through 36 hereof.

18. **ACREAGE.** A mobile home park site shall contain ten or more acres.

19. **DISTANCE FROM PERIMETER LINE.** No mobile home shall be placed within twenty-five feet of any perimeter line of a mobile home park site.

20. **RECREATIONAL AREA.** Not less than 5 percent of the total site area of a mobile home park shall be developed for outdoor recreational purposes either as a single unit or by division into separate units of not less than 2,500 square feet.

21. **SIZE OF LOTS.** Mobile home lots shall contain not less than 3,600 square feet and be not less than forty feet in width and ninety feet in depth.

22. **MINIMUM YARDS.** Mobile homes shall be placed on mobile home lots so as to provide a minimum front yard of fifteen feet and minimum rear and side yards of eight feet.

23. **PARKING SPACES.** Not less than two paved off-street parking spaces shall be provided and maintained on each mobile home lot.

24. **CENTRAL SEWER AND WATER SYSTEMS.** Central sewer and water systems constructed and maintained to City standards and specifications for City water mains and sewer mains shall be provided by mobile home parks, and said system shall be connected to the City system if such mobile home park is within the corporate limits of the City.

25. **INDIVIDUAL SEWER AND WATER SERVICES.** Each mobile home located in a mobile home park shall be connected to the central sewer and water system of said park through individual services for each mobile home lot.

26. **SEWER SERVICE CONSTRUCTION.** Sewer service in mobile home parks shall be so constructed so as to be free from freezing and so as to be conveniently closed or plugged when not connected to a mobile home and shall be so closed or plugged when not so connected.

27. **WATER SERVICE CONSTRUCTION.** Water services in mobile home parks shall be so constructed as to be free from freezing and shall have an individual shut-off valve so located and constructed as to be conveniently operable and so as not to permit siphoning of surface water or other drainage or contaminant into the water service or system.

28. **ELECTRICITY.** Each mobile home lot shall be provided with electricity.

29. **DRAINAGE.** All mobile home park sites shall be drained of surface water by installation of systems of drains and drainways that accord with customarily accepted good engineering drainage practices.

30. **ACCESS.** Each mobile home lot shall abut and have direct access to an internal mobile home park street and no such lot shall abut or have direct access to a public or other street or way external or peripheral to said park.

31. **INTERNAL STREETS.** Internal mobile home park streets shall be paved and maintained to a width of twenty-eight feet with such geometrics as to permit convenient travel thereon of fire suppression equipment.

32. **SIDEWALKS.** A sidewalk shall be constructed and maintained on at least one side of every street in a mobile home park.

33. **CUL-DE-SACS.** Cul-de-sac streets in mobile home parks shall not exceed 250 feet in length and shall have a minimum turn around radius of forty feet.

34. **FIRE HYDRANTS.** Mobile home parks shall provide fire hydrants in compliance with City standards and specifications and maintained in good working order at locations directed by the Fire Chief.

35. **MOBILE HOME STANDS.**

A. Mobile home stands shall be located, constructed and maintained in such manner that placement and removal of a mobile home is conveniently practical and shall be so graded and drained that surface water does not collect or stand under any mobile home thereon.

B. Mobile home stands shall be constructed of portland cement concrete not less than five inches thick and so that when properly located and blocked each longitudinal frame member for the entire length thereto is supported by a slab or runway not less than two feet wide.

36. **TIEDOWN ANCHORS.** Each mobile home stand shall be provided with tiedown anchors which at a minimum comply with the promulgated rules and regulations of the Illinois Department of Public Health under The Illinois Mobile Home Tiedown Act.

37. **REGISTER OF OWNERS AND OCCUPANTS.** Mobile home park licensees under the provisions hereof shall maintain a register listing both current owners and occupants of all mobile homes within such park and all owners and occupants for any mobile home lot within such park for the three years last past. Such register shall be made available to officers or agents of the City upon request.

38. **EXEMPTION.** Mobile home parks lawfully in existence and operation on July 1, 1981 are hereby exempted from the provisions of Section 17 hereof, provided that such mobile home parks shall provide as-built plans certified by a Registered Professional Engineer to the City Clerk as part of the application for original license in lieu of Section 8 (c) hereof, and further provided that any extensions, expansions, improvements or substantial alterations of such existing mobile home parks shall comply fully with all of the provisions of this Chapter.

39. **RULES AND REGULATIONS.** The City Manager is hereby authorized to cause to be established, promulgated, published and enforced such reasonable rules, regulations, and procedures, not in conflict with the provisions hereof, as may to said officer appear to be necessary or convenient to administer the provisions of this Chapter and to carry out the purpose and intent hereof.

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40. **SEVERABILITY.** The provisions hereof are and shall be construed to be severable and invalidity of any section or provisions of this Chapter shall not invalidate other sections or provisions hereof.

41. **PENALTY.** Any person, firm or corporation who violates any of the provisions of this Chapter shall be fined not less than One Hundred Fifty Dollars (\$150.00) nor more than Five Hundred Dollars (\$500.00) for each offense and each day a violation occurs or continues shall be considered a separate offense. (Amended, Ordinance No. 2011-72, October 31, 2011)

42. **OTHER REMEDIES.** The imposition of the penalties herein prescribed shall not preclude the institution of appropriate actions to prevent or abate any unlawful establishment, operation or enlargement of any mobile home park.